



MINUTES¹

TUSAYAN TOWN COUNCIL REGULAR MEETING

PURSUANT TO A.R.S. § 38-431.02 & § 38-431.03

Tuesday, February 14, 2023, at 5:00 p.m.

TUSAYAN TOWN HALL BUILDING

845 Mustang Drive, Tusayan, Arizona

As a reminder, if you are carrying a cell phone, electronic pager, computer, two-way radio, or other sound devices, we ask that you silence it to minimize disruption of today's meeting. Due to limited bandwidth capacity, we ask that you please turn off your Wi-Fi while at Town Hall and for those attending via Zoom, please turn off your video. This will provide for a better experience for all in attendance. Thank you.

TOWN COUNCIL REGULAR MEETING MINUTES²

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Mayor Vail called the meeting to order at 5:00 p.m. and led the Council and public in the Pledge of Allegiance.

2. ROLL CALL *One or two Council Members may attend by telephone*

MAYOR CLARINDA VAIL - Present

COUNCILMEMBER BECKY WIRTH - Present via Zoom

VICE MAYOR GREG BRUSH - Present

COUNCILMEMBER JOSH COLLET - Present

3. ADOPT THE AGENDA

Motion to adopt the Agenda as presented. First by Mayor Vail and seconded by Vice Mayor Brush. Motion carries 4-0, in favor. No fifth Councilmember due to vacancy.

¹ For economy of space and ease of reading the minutes have been organized according to the agenda language. Items as they appear on the agenda have been italicized with the actual minute entries entered in plain type for reader convenience.

² Minutes are organized by agenda item in the order in which they were discussed.

³ For purposes of this meeting only, votes made by Council Member Aldaz have been broken out separately to reflect the fact that although he was seated on February 14, 2023, he was not officially sworn-in until February 28, 2023.

4. CALL TO THE PUBLIC FOR ITEMS NOT ON THE AGENDA

Members of the public may address the Council on items not on the printed agenda. The Council may not discuss, consider or act upon any matter raised during public comment. Members of the audience who wish to speak to the Council on an item listed as Public Hearing should complete a Request to Speak Card and turn it into the Town Clerk. Comments will be limited to three minutes per person.

No one spoke at Call to the Public.

5. CEREMONIAL AND/OR INFORMATIONAL MATTERS

- A. Presentation of Bi-Monthly Law Enforcement Report, Lieutenant Brian Tozer, Coconino County Sheriff's Office. (5 min.)**

Coconino County Sheriff Department Lieutenant Brian Tozer presented the Bi-Monthly Law Enforcement Report.

- B. Presentation regarding CommNet Internet Solutions, David H. Gibson. (10 min.)**

David H. Gibson of CommNet Broadband gave a presentation including a broad overview of services that CommNet is going to provide to the community.

Andrew Aldaz of the audience asked a question about service areas.

Town Manager Hendrix advised that any conversations about contract negotiations or anything of that nature, will follow on a later date.

6. CONSENT AGENDA

Items on the consent agenda are routine in nature and will be acted on with one motion and one vote. Members of the council or staff may ask the mayor to remove any item from the consent agenda to be discussed and acted upon separately.

- A. Ratification of payable accounts**
- B. Ratification of Electronic and Automatic Payable Accounts and Spending Limit Pre-authorization**
- C. Minutes of Council Meeting held on December 14, 2022.**
- D. Ratification of updated Contract Amendment for Interim Engineering Services, Jack Moody, Westwood Engineering.**
- E. Ratification of Contract for Prosecutor, Lexington Law Firm PLC**
- F. Approval of Lexington Law Firm PLC as ACH Vendor.**
- G. Appoint Council Member Legislative Liaison for the Town of Tusayan.**

Motion to pull Items 6C and 6G from the Consent Agenda. First by Mayor Vail and seconded by Vice Mayor Brush. Motion carries 4-0, in favor. No fifth Councilmember due to vacancy.

Motion to approve Items 6A, 6B, 6D, 6E, and 6F of the Consent Agenda. First by Mayor Vail and seconded by Councilmember Collet. Motion carries 4-0, in favor. No fifth Councilmember due to vacancy.

For Item 6C, Minutes of Council Meeting held on December 14, 2022, Mayor Vail requested that her statement regarding the snowplow be corrected.

Mayor Vail moved approval of the Minutes with the correction.

Councilmember Collet asked that the spelling of his name be corrected throughout the document.

Mayor Vail moved approval with the corrections as stated. First by Mayor Vail and seconded by Councilmember Collet. Motion carries 4-0, in favor. No fifth Councilmember due to vacancy.

For Item 6G, Appoint Council Member Legislative Liaison for the Town of Tusayan, Mayor Vail noted the Item does not list who is to be appointed as the Legislative Liaison for the Town. She advised that she served as the Liaison last year and would be happy to do it again. Councilmember Collet moved that we appoint Mayor Vail as the Legislative Liaison and Vice Mayor Brush seconded the motion. Motion carries 4-0, in favor. No fifth Councilmember due to vacancy.

Mayor Vail advised the Town Manager that she would send information on any action taken as Legislative Liaison to be shared with Council.

8. EXECUTIVE SESSION

If authorized by a majority vote of the Town Council, an executive session may be held immediately after the vote and will not be open to the public. The Town Council may vote to go into executive session.

- A. *Pursuant to A.R.S. 38-431.03 A.3 and A.1 Discussion and Interviews regarding Council, Board and Commission Vacancies.*

Town Manager Hendrix advised Mayor, Council, and members of the public that they have invited candidates to come and speak tonight with the interviews by Council likely being taken first. She clarified that the Council could perform the interviews in Executive Session first followed by discussion in open session.

Candidate Vince Stapleton notified Town Manager Hendrix that he withdrew his name from consideration.

One other candidate was ineligible due to candidacy residency requirements.

Only one candidate was interviewed.

At 5:44 p.m., Mayor Vail moved that they enter into Executive Session pursuant to A.R.S. 38-431.03 A.3 and A.1 Discussion and Interviews regarding Council, Board and Commission Vacancies, and Vice Mayor Brush seconded the motion. Motion carries 4-0, in favor. No fifth Councilmember due to vacancy.

Mayor Vail called the open session back to order at 6:15 p.m.

7. ACTION ITEMS - STAFF REPORTS

- A. *Consideration, discussion, and possible action regarding Council, Board and/or Commission Vacancies. (10 min)*

Mayor Vail commented on her understanding that the Councilmembers' association with Red Feather does not constitute a conflict of interest.

Councilmember Collet moved to appoint Andrew Aldaz to the vacant Council seat for the balance of that term and Vice Mayor Brush seconded the motion. Motion carries 4-0, in favor. No fifth Councilmember due to vacancy.

Mayor and Councilmembers gave former Vice Mayor Brady Harris accolades for his service.

Councilmember Aldaz took his seat on the dais.

B. Consideration, discussion, and possible action regarding Explore Tusayan Initiative and possible updates. (10 min)

Town Manager Hendrix advised Mayor and Council that the Arizona Exposure has been walking us through a process of Explore Tusayan, and each month they have been preparing another step in that process. She noted that currently, they are working on a web page for us; it will be a landing page that will go on our current website. She directed attention to the proposal in the Council Agenda Packet; she explained that it is the static page, but if approved, we will work with our web developer to upload it to our website. She requested comments and suggested changes.

There was discussion of the proper pronunciation of Tusayan as Too-say-ann.

Town Manager Hendrix noted there has been a suggestion from the members of the community to add the Bike Your Park Day to the list of events.

The Council agreed to have Bike Your Park Day added.

Town Manager Hendrix explained that she was taking away from the discussion that any events that fall under the Explore Tusayan Initiative will be included here, and it will be automatic without being a Council action.

The Council concurred with the Town Manager.

After viewing the PowerPoint presentation, adding small southwestern town or small town was discussed.

Mayor Vail moved the approval of the Explore Tusayan Initiative as amended for the vision to state, "A small southwestern town," and there would be no capitalization for that. Councilmember Wirth seconded the motion. Motion carries with 4 in favor, Council Member Aldaz was also in favor, and none opposed.

C. Consideration, discussion, and possible action regarding Cinco de Mayo, July 4th Celebration, drone show, marketing and other town events. (10 min)

Town Manager Hendrix gave a brief overview of the listed events noting that we have some suggestion from the community about the possibility of a Cinco de Mayo celebration. She asked if the Council had any direction regarding Cinco de Mayo.

There was discussion of having a Cinco de Mayo celebration at the Sports Complex, and it was noted that alcohol would not be permitted at that venue.

Mayor Vail agreed to give information to the Town Manager about a band for the event.

Town Manager Hendrix advised that they have asked their marketing person to start working on some marketing materials and branding for the Fourth of July so that we can have our own campaign. She asked the Mayor and Council to be thinking of a theme.

Town Manager Hendrix commented that the Council has given Open Sky a quarter deposit, and they are ready to lock down the half deposit for the Drone Show. She noted that Open Sky would like some direction on which options the Council wants for the show. She spoke about and displayed on screen a new feature called Light Painting. Open Sky additionally offered the option to have two shows in one night, and Town Manager Hendrix reviewed the various types of shows.

Mayor and Council discussed having one or two custom shows, one stock show, and there was some discussion regarding the timeline for the shows and the music.

Town Manager Hendrix asked the Council for a motion because she will need to form a contract and expend funds on this because they will want their other 25 percent of their deposit.

Mayor Vail moved to approve the drone show with Open Sky for the largest amount to include two custom shows with the Town Manager having the authority to look at the stock show and decide if we would like that to be the first show or not and not to exceed the \$87,500. Councilmember Collet seconded the motion. Motion carries with 4 in favor, Council Member Aldaz was also in favor, and none opposed.

D. Consideration, discussion, and possible action regarding Sports Complex Ramada updated drawings/project plan. (10 min)

Town Manager Hendrix advised Mayor and Council that in their packet there was a revised proposal to update Ramada drawings. She explained that what was proposed was to have the most basic Ramada moved over to the preexisting pad with the firm that is already contracted to do the work. She noted that upgrades would be done after the fact by staff.

Pete Shearer, School Board Vice President, commented that it seems to be the consensus of the School that we try to incorporate solar, if possible either now or at a later time, so it can be an educational aspect. He added that he likes the idea of the trails having markers for different plants, different rock formations and information on different tribal histories in the area.

Councilmember Collet moved that we accept Loven Contracting's proposal for the design of the Ramada. Vice Mayor Brush seconded the motion. Motion carries with 4 in favor, Council Member Aldaz was also in favor, and none opposed.

- E. *Consideration, discussion, and possible action regarding Community Development Block Grant Application, Survey update. (5 min)*

Town Manager Hendrix announced there was nothing additional to report on for this item at this time, and the process is moving along.

- F. *Consideration, discussion, and possible action regarding posting of Notice of revised fee schedule and Approval of Resolution 2023-04 Schedule of Fees for Engineering. (5 min.)*

Town Manager Hendrix advised that this item was listed on the Agenda for a preview and information.

There was some discussion of the fees, and it was pointed out that in the section for P & Z (Planning and Zoning) review, a correction needs to be made to read CUP, Conditional Use Permit, and CUP needs to translate somewhere on the resolution page.

Pete Shearer shared his experience with the high cost of updating pages of a master plan about 10 or 11 years ago.

- G. *Consideration, discussion and possible action regarding mid-year budget adjustments. (10 min.)*

Town Manager Hendrix advised Mayor and Council that the adjustments are in the packets for their preview tonight. She noted she will bring these back next month.

9. **REPORTS**

A. **Town Manager**

1. **Town Manager Report**

Town Manager Hendrix referred Mayor and Council to her written report.

Town Manager Hendrix spoke about information in the packets about a meeting with EKN. She announced that the rain gauge equipment has begun to arrive, and we are working with the Forest Service to set up a meeting to talk about rain retention basins. She reminded the Mayor and Council that the February 28th Retreat will start at 9:00 a.m. She also alerted that the next regular Council meeting will be held on March 14th unless there is an objection. There were no objections.

a. **Notices**

b. **Organization reports**

1. **Finance**

2. **Parks and Recreation**

3. **Engineering**

c. **2022 Meeting Schedule**

- 1. Annual Town Calendar
- 2. Annual Budget Calendar
- 3. Strategic Planning Updates

B. **Council Members**

C. **Mayor**

D. **Tusayan Fire District**

- 1. Financial
- 2. Equipment
- 3. Other

E. **Tusayan Sanitary District**

F. **Tusayan Justice Court**

10. **FUTURE AGENDA ITEMS**

11. **MOTION TO ADJOURN**

The meeting was adjourned at 7:26 p.m.

Clarinda Vall 3/14/23
 Clarinda Vall, Mayor Date

ATTEST:

Tina M. Abriani
 Tina M. Abriani, Office Assistant

CERTIFICATION

STATE OF ARIZONA

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COCONINO COUNTY

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OFFICE ASSISTANT

I, TINA M. ABRIANI, do hereby certify that I am the ~~Town clerk~~ of Town of Tusayan, County of Coconino, State of Arizona, and that the above minutes are a true and correct summary of the meeting of the Council held on February 14, 2023. I further certify that the meeting was duly called and held, and that a quorum was present.

Tina M. Abriani 03-14-23
 Office Assistant Date

